

**Emergency Food and Shelter Board Meeting Minutes**  
**February 25th, 2010**  
**1:00 p.m. Five County AOG Conference Room**

Members in Attendance:

Dennis B. Drake  
Stephanie Hagberg  
Deacon Jack Gorman  
Ellen Nathan  
Heidi Allen  
Tracy Garrett  
Reverend Susan Wiltsey-Smith  
Jane Lewis  
Bishop Mansfield Jennings

Washington County Commissioner, Chair  
Formerly Homeless  
St. George Catholic Church  
Jewish Organization  
United Way Dixie  
Volunteer Programs  
Episcopal Ministries Southwest Church  
Community Action Program  
LDS Transient Office

Invited, but not in Attendance:

Logan Sisam  
Susan Wooten  
Karma Greyman  
Rene Pace  
Gloria Dahl  
Nancy Neff

American Red Cross  
United Way – Iron County  
Native American  
River of Life Church  
Low Income Advocate  
Salvation Army

Others Present:

Beth Cottam  
Sherri Dial  
Brenda Mckee  
Carolyn Moss

FCAOG, staff  
FCAOG, staff  
FCAOG, staff  
FCAOG, staff

I. WELCOME AND INTRODUCTIONS

Commissioner Dennis Drake welcomed all in attendance.

II. REVIEW AND APPROVE MINUTES FROM FEB. 11<sup>TH</sup> MEETING

Commissioner Dennis Drake asked if everyone reviewed the minutes. A request was made to make changes to February 11<sup>th</sup> minutes. The front cover page needs to be changed from Ms. Jane Hepworth to Ms. Jane Lewis. Also a request to change agenda item VII. Ms. Ellen Nathan is with the American Legion instead of Legend.

**Ms. Ellen Nathan motioned to approve the February 11<sup>th</sup> minutes with the two corrections. The motion was seconded by Ms. Heidi Allen.**

**MOTION CARRIED UNANIMOUSLY**

III. REVIEW OF FUNDING PRIORITIES

Commissioner Drake stated that last meeting the board established funding priorities for each jurisdiction. Ms. Beth Cottam stated that for Iron and Washington Counties, Utilities was included as a third priority. Ms. Cottam handed out papers of what is required for utility assistance and the restrictions involved with adding utility assistance as part of funding allocations. The discussion about utility assistance concluded not to allocate money for utility assistance. Ms. Cottam announced that there have been times in the past when money had to be paid back because of interpretation on procedures and required documentation and changes made between phases. Ms. Cottam explained that last year Iron County turned \$4500 back they did not use because of not wanting to execute the required procedures and paperwork required.

IV REVIEW OF APPLICATIONS AND ALLOCATIONS OF FUNDS

Ms. Cottam handed out a copy of funding and allocations that have been received in the past years. Also summary sheets were handed out of each county requests for funding. Ms. Cottam shared with the board each provider request for funding this year.

**Three County Jurisdiction Funding:**

Funding for the jurisdiction covering the three smaller counties was addressed first. Commissioner Drake stated that all counties have requested more money than is available. After a discussion about how the money will be allocated, Commissioner Drake summarized recommending 2% of the funding for the three counties go towards administration costs and the rest of the money be divided equally between Garfield, Beaver, and Kane county emergency food programs making application. The amounts would be \$131.00 administration and \$2,146 each for the three counties to be used for the purchase of food.

**A motion was made by Bishop Mansfield Jennings to except the three county jurisdiction allocation recommendations. The motion was seconded by Deacon Jack Gorman.**

**MOTION CARRIED UNANIMOUSLY**

**Iron County Jurisdiction:**

There was a discussion about allocations for Iron County. Commissioner Drake announced that Canyon Creek Women's Crisis Center requested \$8,000 which included meals and food boxes. Iron County Care & Share requested \$14,500 which included meals and food boxes. The Family Support Center requested \$5000 for meals. There was more money requested for Iron County jurisdiction than is available. The money available for Iron County is \$20,309. Ms Cottam suggested all the money for food boxes come through Iron County Care and Share so as not to duplicate the process, with other money benefitting agencies going for meals served. Ms. Heidi Allen commented that Canyon Creek Crisis Center isn't receiving supplemental money. Ms. Jane Lewis commented that the women at Canyon Creek do receive food stamps. The allocation recommendations by Board members were that Canyon Creek receive \$3,000 all to be used for meals; The Family Support Center receive \$4,000 for meals; and Iron County Care and Share receive \$12,903, (80% for meals and 20% for food boxes). It was recommended the AOG receive 2% which is \$406 for administration. Commissioner Drake entertained a motion regarding those recommendations.

**Ms. Susan Wiltsey-Smith made a motion to except the recommendations made by the Board as the Iron County allocations. The motion was seconded by Ms. Jane Lewis.**

**MOTION CARRIED UNANIMOUSLY**

**Washington County Jurisdiction:**

Commissioner Drake asked all members to review Washington County's requests for funding. Washington County Family Support Center asked for the same amount they did last year. The Division of Child and Family Services, Dixie Care and Share, and DOVE Center all asked for higher amounts of money than last year. Ms. Cottam commented that Child and Family Services have done a good job at helping families with rental assistance that are in most need. The Division of Child and Family Services requested \$20,000 for rental assistance. The Dixie Care & Share requested \$76,000 for meals, food boxes, and shelter. The Family Support Center of St. George requested \$5,766 for meals, and DOVE Center requested \$4,000 for meals, food boxes and shelter. Ms. Carolyn Moss commented that there is a lot of paperwork involved providing documentation for shelter stays. Ms. Moss stated that the providers have to be exact with their paperwork or the money can not be reimbursed. Ms. Cottam suggested prioritizing food over shelter. The Emergency Food and Shelter Program received \$3,275 more than last year. Commissioner Drake recommended the Dove Center receive \$3000 use for food and send everyone to the Care and Share for food boxes. Board members recommended the Family Support Center receive the same amount as last year which is \$5,766 for meal support and have the people needing food boxes go to the Care and Share.. Ms. Ellen Nathan commented that the rental assistance is extremely needed but the fewest amount of people are helped. Ms. Nathan and Ms. Lewis recommended the

Division of Child and Family Services receive \$12,000. Board members also recommended the balance of the money (\$44,177) go to Dixie Care and Share, but not to support mass shelter. They recommended the money be split as 2/3 to go towards food boxes and 1/3 go towards served meals. Commissioner Drake recommended 2% of the money be allocated to the AOG towards administration costs. Commissioner Drake entertained a formal motion regarding the recommendations.

**A motion was made by Ms. Jane Lewis to except Board recommendations for Washington County allocations. The motion was seconded by Deacon Jack Gorman**

**MOTION CARRIED UNANIMOUSLY**

V. OTHER

Ms. Heidi Allen suggested the applications for next year have more information on them, including a signature from the applicant.

Ms. Cottam reminded the Board that annual elections were required for the board chair position. Commissioner Drake indicated with was fine to accomplish that under the “Other” category on the agenda. Commissioner Drake opened the position up for nominations. Ms. Ellen Nathan suggested that Commissioner Drake continue, being re-elected as board chair. No other suggestions or nominations were made.

**Deacon Jack Gorman motioned that Commissioner Drake be re-appointed by acclamation to continue serving as board chair. The motion was seconded Ellen Nathan.**

**MOTION CARRIED UNANIMOUSLY**

VI. LOCAL SHARING

Sharing was done throughout the meeting highlighting local program resources and strengths.

VII. NEXT BOARD MEETING

Ms. Cottam asked if the board would like to meet again mid year. Ms. Cottam announced that legally we are only required to have two meetings a year. Commissioner Drake suggested a September meeting. Ms. Cottam announced Ms. Sherri Dial will be the new staff support with Five County Association of Governments. Ms. Cottam announced she will not attend the next meeting because she is retiring. The board decided that the next meeting be on Thursday September 23<sup>rd</sup>, 2010 at 1:00.

VIII. ADJOURN

Ms. Cottam thanked everyone for coming, and for their support. Meeting adjourned.